

<p style="text-align: center;">KENTUCKY CORRECTIONS Policies and Procedures</p>	<p>Policy Number</p> <p style="text-align: center;">25.3</p> <p>Date Issued</p> <p style="text-align: center;">September 1, 1992</p>	<p>Total Pages</p> <p style="text-align: center;">2</p> <p>Effective Date</p> <p style="text-align: center;">July 28, 1992</p>
<p>References</p> <p>ACA Standards 3-4389; KRS 196.035, 197.020</p>	<p>Subject</p> <p style="text-align: center;">PRE-RELEASE PROGRAM</p>	

I. AUTHORITY

This policy and procedure is issued in accordance with KRS 196.035 which authorizes Corrections and the Commissioner of Corrections to adopt, amend or rescind such rules and regulations as deemed necessary and suitable for the proper administration of Corrections.

II. PURPOSE

A program shall be available to inmates to gain information and to assist them in their success and adjustment after release from incarceration.

III. APPLICABILITY

This policy applies to all employees of Corrections and any incarcerated inmates who may be involved in the inmates preparation for release from incarceration.

IV. DEFINITIONS

"Correctional Facility" means an institution or center designed to retain those persons convicted of felony offenses and sentenced to a term of incarceration. These institutions or centers may be responsible for various levels of custody or specific levels of custody. (Example: various levels - Kentucky State Reformatory; one level - Dismas House of Owensboro or Diersen Center.)

"Institutional Parole Officer" means the Probation and Parole Officer assigned to the institution.

"Community Center Officer" means the Probation and Parole Officer assigned to the Community Center.

V. POLICY

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A program shall be established to assist those inmates preparing to be released from incarceration by either Parole, Conditional Release, or Maximum Expiration. This policy shall pertain to information which may be of assistance to the inmates future needs after being released into the community.

VI. PROCEDURES

- A. Each correctional facility shall design a Pre-Release Program which shall be accessible to the inmates housed at that particular facility.
- B. This program may be taken by any inmate who is within two (2) months of the tentative date of release.
- C. The Institution Parole Officer or Community Center Officer shall conduct the Pre-Release Program. This officer shall concentrate on those issues pertaining to the release of the inmates on parole and the inmate's responsibility to the state and to the community. The officer shall deal with the following subjects.
 1. Parole Certificate and Stipulations
 2. Conditions of Supervision
 - a. Levels of Supervision
 - b. Reporting Instructions
 - c. Restrictions
 - (1) Alcohol
 - (2) Drugs
 - (3) Firearms
 - (4) Travel
 3. Placement Alternatives
 4. Restoration of Civil Rights
 5. Release Procedures (including flow of paperwork)
 6. Responsibilities of the Offender
 7. Individual Counseling